

Government of Puerto Rico
Autonomous Municipality of Cabo Rojo
Land Regulatory Office



NOTICE OF INTENT

To apply under NPDES MS4 GP PRR040000
Regulated Small Municipal Separate Sewer Systems (MS4)
Autonomous Municipality of Cabo Rojo, Puerto Rico

March 2008

I. GENERAL INFORMATION

- A. **Ownership Status:** Municipal Separate Storm Sewer System
- B. **Name of small MS4:** Autonomous Municipality of Cabo Rojo, P.R.
- C. **Name of Responsible Official:** Perza A. Rodríguez-Quñones

Mayor

Mailing Address: P.O. Box 1308

Cabo Rojo State: Puerto Rico Zip Code: 00623-1308

Telephone Number: 787-851-1025

E-mail address: adm@ciudadcaborojo.net

- D. **Designated storm management program contact:**

Name: Luis R. López-Serrano

Director of Land Regulatory Office

Mailing Address: P.O. Box 1308

City: Cabo Rojo State: Puerto Rico Zip Code: 00623

Telephone Number: 787-254-3385

E-mail address: plancaborojo@gmail.com

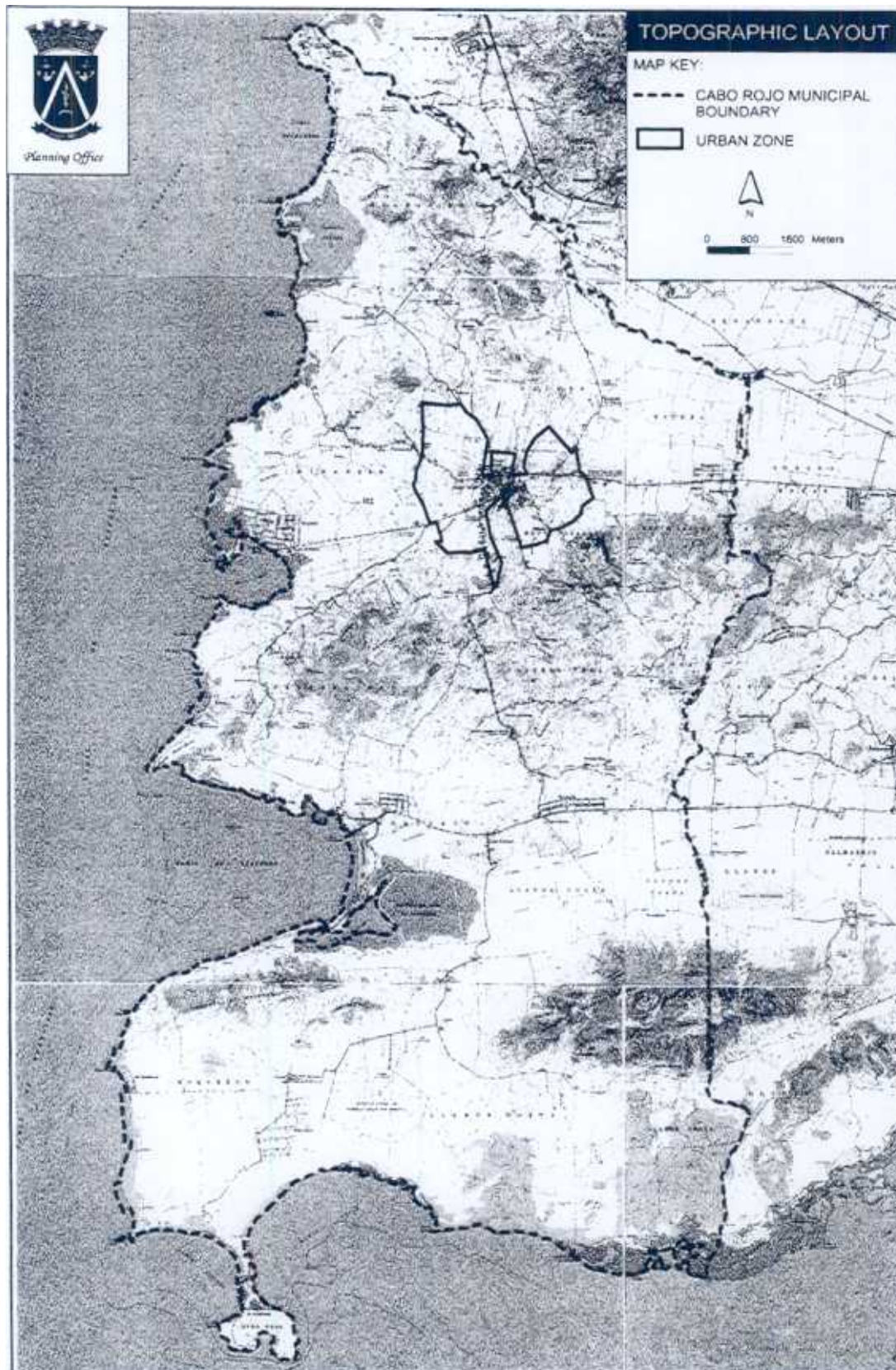
- E. **SIC Number:** 9199

- F. **Listing of any permits or construction approvals received or applied for any of the following programs:** Resource Conservation and Recovery Act, Underground Injection Control under Safe Drinking Water Act, NPDES under Clean Water Act, Prevention of Significant Deterioration Program under Clean Air Act, Non attainment program under the Clean Air Act, the National Emission Standards for Hazardous Air Pollutants pre-construction approval under the Clean Air Act, Ocean Dumping Permits under the Marine Protection Research & Sanctuaries Act, Dredge or fill permits under Section 404 of the Clean Water Act; or other relevant environmental permit, including state permits.

Agency	Permit Number	Type/ Description	Municipal Facility
AAA	ADG-98-133	Transportation of waste water to AAA pump station	Environmental Control Office
JCA	IDS-14-0004	Solid waste disposal	Municipal Landfill
JCA	SR-12-0203	Transportation of non- toxic materials	Environmental Control Office
DNRA	O-R5-PCA01-MA-00009-2007	Water body cleaning	Public Works Office

G. Topographic Map

Note: A topographic map with detailed identifications or showing all outfalls is not available at this time, but it is on schedule to develop such map as described in Appendix C. The Land Regulatory Office has a GPS equipment that is capable to collect waypoints of the MS4 components (inlets, catch basins, cross catch basins) and will digitalize its attributes in vector-type files (shapefiles), suitable for upgrading them with the required information.



H. Brief Description of the Nature of Business

The Municipality of Cabo Rojo is part of the executive branch of the government that conducts administrative operations on a daily basis as mandated by Public Law 81 (Legislative Assembly of Puerto Rico, 1991), commonly known as *Autonomous Municipalities of Puerto Rico Act*. The Municipality provides public services to the general population such as security, construction and maintenance of roads and public facilities, solid waste disposal, recreational and cultural activities, among others.

Cabo Rojo is located in the Southwest region of the main island of Puerto Rico and is the largest municipality in terms of territorial extension. It is part of the *Metropolitan Statistical Area (MSA) of Mayaguez* as defined by the U.S. Census Bureau. The major economic activities are tourism (services), construction and agriculture while it attracts visitors from all around Puerto Rico and the United States due to its many beautiful beaches.

Cabo Rojo is now considered a city according to population estimates (+50,000). Over the last 25 years, the City has experienced rapid population growth and urbanization compatible to its establishment as a regional tourist center. According to the decennial census, the population in Cabo Rojo rose by 38 percent as it went from 34,045 inhabitants in 1980 to 46,911 inhabitants in 2000. During this period of expansion and even up until today, economic, tourism and housing development has presented a real challenge to the local government. The City is responsible of the maintenance of the storm sewer system. The MS4 considered for this permit is believed to be working well. **Cabo Rojo expects to prepare, by the middle of the first year of a three (3) year plan, an inventory of the MS4 and a real estimate of the storm sewer system capacity.**

Estimate of Square Mileage by MS4: 2.35 Square miles

- J. Descriptions of the best management practices to be implemented by the applicant or another entity for each of the six storm water minimum control measures & the measurable goals for each BMP, including (as appropriate) the months and years in which the action will be taken, including interim milestones and the frequency of the action. (Refer to Appendixes A, B, C, D, E & F).**

I certify under penalty of law that this document and all attachments were prepared under my direction or supervision in accordance with a system designed to assure that qualified personnel properly gather and evaluate the information submitted.

Based on my inquiry of the person or persons who manage the system, or those persons directly responsible for gathering the information, the information submitted is, to the best of my knowledge and belief, true, accurate, and complete. I am aware that there are significant penalties for submitting false information, including the possibility of fine and imprisonment for knowing violations.


Signature of Responsible Official

Perza A. Rodríguez-Quinones.

Responsible Official Name

Mayor
Title

3/24/08
Date

APPENDIXES

*GENERAL PLAN BASED ON
BEST MANAGEMENT PRACTICES*

APPENDIX A-1

MINIMUM CONTROL MEASURE: "Public Education & Outreach"

A. Best Management Practice No. 1 :

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Lack of education in Storm Water issues and pollution prevention.
2. Target Audience:
General Community of the Autonomous Municipality of Cabo Rojo.
3. Description of BMP:
Distribute stormwater education material to Community. Actions: (I) develop specific educational material, (II) develop a distribution plan, (III) implementation, (IV) revision to educational material and available new information.
4. Measurable Goal(s):
Actions: (I) & (II) – completion before or on target date, Action (III) – distribute materials once per year and document other distributions per request. Action (IV) – programmed reviews each year by December 2009.
5. Schedule:
 - Milestone Dates (If applicable): Materials and distribution – Year 1.
 - Implementation Date (If applicable): First sets for distribution- Year 1 & 2.
 - Frequency of Actions (If applicable): One (1) major distribution by year and additional distribution upon request.
 - Month/Year of each action (If applicable): Year 1, 2 – (I) & (II), Year 3 – (III) & (IV).
6. Persons (position) responsible for overall management and implementation of the BMP: Mr. Richard Matos, Director, Recycling Office.

APPENDIX A-2

MINIMUM CONTROL MEASURE: "Public Education & Outreach"

B. Best Management Practice No. 2 :

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Lack of education in Storm Water issues and pollution prevention.
2. Target Audience:
Main Tourist Centers within the Autonomous Municipality of Cabo Rojo (Citizens and Commerce).
3. Description of BMP:
Cabo Rojo has four (4) Tourist Centers (Pueblo, Boquerón, Joyuda & Combate). (I) A Storm Water Educational Workshop will be developed, (II) Delivered to each of the Wards over the three (3) years period. (III) Yearly revision of workshop.
4. Measurable Goal(s):
Action (I) - completion of workshop materials (presentation, handouts and plans). Action (II) - deliver and document workshops in each Center. Action (III) - programmed revision each year.
5. Schedule:
 - Interim Milestone Dates (If applicable): N/A.
 - Implementation Date (If applicable): (I) Workshop materials to be completed on December 2008, (I) Start deliveries by February 2009.
 - Frequency of Actions (If applicable): (I) Once, (II) Two (2) to three (3) workshops delivered per year, (III) once per year.
 - Month/Year of each action (If applicable): Year 1 - (I) & (II), deliver one (1) workshop; Years 2 & 3 - (III), Deliver 2, 3 workshops respectively.
6. Persons (position) responsible for overall management and implementation of the BMP: Mr. Richard Matos, Director, Recycling Office; Mrs. Cindy Padilla, Director, Tourism & Culture Office.

APPENDIX A-3

MINIMUM CONTROL MEASURE: "Public Education & Outreach"

C. Best Management Practice No. 3 :

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Coordination between Industries in the Autonomous Municipality of Cabo Rojo and promote join efforts. Typically, effort between both sectors are not coordinated nor information is shared.
2. Target Audience:
Industries within the Autonomous Municipality of Cabo Rojo.
3. Description of BMP:
There are three (3) main Industrial Parks in Cabo Rojo. The objective will be to explain to the Industry the efforts the Municipality will be implementing; share ideas and learn what are they are doing and if there is an area of concern. To be executed on a Workshop format.
4. Measurable Goal(s):
Action (I) - Workshop development.. Action (II) – Workshop delivery and documentation. Action (III) – Follow-up meeting delivery and documentation.
5. Schedule:
 - Interim Milestone Dates (If applicable): N/A.
 - Implementation Date (If applicable): (I) Industrial Workshop to be completed by December 2008. (II) Start deliveries by January 2009.
 - Frequency of Actions (If applicable): (I) Once, (II) Once on second year, and (III) yearly.
 - Month/Year of each action (If applicable): Year 1: (I), Year 1 & 2: (II), years 3 (III).
6. Persons (position) responsible for overall management and implementation of the BMP: Eng. Daniel Lachow, Director, Permits & Regulation Office.

APPENDIX A-4

MINIMUM CONTROL MEASURE: "Public Education & Outreach"

D. Best Management Practice No. 4:

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Lack of knowledge in Storm Water issues and pollution prevention. Modern times have a trend for internet as information source.
2. Target Audience:
General Audience.
3. Description of BMP:
(I) Develop and upgrade the Autonomous Municipality of Cabo Rojo Web Site to include a Storm Water Section, with possible objectives of providing information, inform the plans and achievements and (II) to provide a mean for comments and/or feedback from general audience. (III) Storm Water Section to be periodically reviewed.
4. Measurable Goal(s):
Action (I) – Completion and installation of Storm Water Section on the Web Page. Action (II) – Electronic documentation of numbers of hits to Storm Water Section and monthly report to officials. Action (III) – meeting and documentation of periodic reviews of content and efficiency.
5. Schedule:
 - Interim Milestone Dates (If applicable): N/A.
 - Implementation Date (If applicable): (I) To be completed by December 2008. (II) and (III) on-going.
 - Frequency of Actions (If applicable): (I) Once, (II) On-going monthly. (III) Twice (2) per year.
 - Month/Year of each action (If applicable): Year 1: (I) and (II). (II) – Monthly. (III) – Each February and November.
6. Persons (position) responsible for overall management and implementation of the BMP: Eng. Rafael Morales, Director, Computing Center.

APPENDIX A-5

MINIMUM CONTROL MEASURE: "Public Education & Outreach"

E. Best Management Practice No. 5:

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Reduced options to inform or report incidents related to Storm Water.
2. Target Audience:
General Audience.
3. Description of BMP:
Create a Hotline to include Storm Water issues. Action (I): Development of procedures and logistics. Action (II): Training and implementation. Action (III): On-going process and biannual reports with statistics. Action (IV): Periodic reviews.
4. Measurable Goal(s):
(I)–Completion of action. (II)–Completion of action and documentation. (III) Documentation such as biannual reports and incidents handling and follow-up. (IV) Meeting documentation.
5. Schedule:
 - Interim Milestone Dates (If applicable): N/A.
 - Implementation Date (If applicable): (I) To be completed by July 2009. (II) To be completed by September 2009. (III) Implemented by December 2009.
 - Frequency of Actions (If applicable): (I) and (II) – Once. (III) Biannual reports and incident per occurrence. (IV) Once per year.
 - Month/Year of each action (If applicable): Year 1: (I), (II) and (II) To start in last semester. (IV) Years to come – every February.
6. Persons (position) responsible for overall management and implementation of the BMP: Mr. Joaquín Guerra, Director, Municipal Public Works; Eng. Rafael Morales, Director, Computing Center.

APPENDIX B-1

MINIMUM CONTROL MEASURE: "Public Participation & Involvement"

F. Best Management Practice No. 1:

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Lack of participation/involvement from the general public in Storm Water related issues.
2. Target Audience:
General Population/Community Groups.
3. Description of BMP:
The Municipality of Cabo Rojo works with several Community Groups and Organizations (cultural, civic, commercial and others). The objective will be to involve them in these efforts related to Storm Water issues, obtain their comments and feedback and establish continuous communication in the subject. (I) Develop action plan. (II) Implement first round of meetings. (III) Establish a follow-up system with group through periodical meeting.
4. Measurable Goal(s):
(I) – Complete and document action plan. (II) – Document meeting with organizations and comments. (III) Document follow actions such as meetings, calls, letter, etc.
5. Schedule:
 - Interim Milestone Dates (If applicable): N/A.
 - Implementation Date (If applicable): (I) Start by July 2009. (II) Start meetings by September 2009.
 - Frequency of Actions (If applicable): (I) Once. (II) – Once. (III) On-going - minimum one meeting per year.
 - Month/Year of each action (If applicable): Year 1: (I) and (II) on last quarter. (III) Years 2 & 3 (2 meetings).
6. Persons (position) responsible for overall management and implementation of the BMP: Mr. Luis R. López-Serrano, Director, Land Regulatory Office.

APPENDIX B-2

MINIMUM CONTROL MEASURE: "Public Participation & Involvement"

G. Best Management Practice No. 2:

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Lack of participation/involvement from the general public in Storm Water related issues.
2. Target Audience:
Representative samples of Community Sectors.
3. Description of BMP:
The objective is to develop and conduct periodical "Focus Groups" in which the different sectors forming the Community are represented and discuss Storm Water related issues. (I) Develop and organize "Focus Groups" representatives to invite. (II) Implement and document "Focus Groups". (III) Follow-up and/or direct feedbacks.
4. Measurable Goal(s):
(I) – Document completion. (II) – Document "Focus Group" meetings. (III) Document follow ups.
5. Schedule:
 - Interim Milestone Dates (If applicable): N/A.
 - Implementation Date (If applicable): (I) Start by May 2009. (II) Start "Focus Groups"(completed by July 2009).
 - Frequency of Actions (If applicable): (I) Once. (II) – Yearly. (III) Continuously (Focus Groups - 1/year).
 - Month/Year of each action (If applicable): Year 1: (I). Years 2 & 3 – II & III (June - July).
6. Persons (position) responsible for overall management and implementation of the BMP: Mr. Richard Matos, Director, Recycling Office; Mr. Luis R. López, Director, Land Regulatory Office.

APPENDIX B-3

MINIMUM CONTROL MEASURE: "Public Participation & Involvement"

H. Best Management Practice No. 3 :

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Lack of participation/involvement from the general public in Storm Water related issues.
2. Target Audience:
General Audience in the Municipality.
3. Description of BMP:
To improve general public participation by conducting open public hearings on Storm Water issues. (I) Develop public hearing action plan and objectives. (II) Conduct Public Hearing periodically, including Phase II Annual Reports.
4. Measurable Goal(s):
(I) and (II) – Complete and document – One (1) per year minimum.
5. Schedule:
 - Interim Milestone Dates (If applicable): N/A.
 - Implementation Date (If applicable): (I) Start by July 2010. (II) Start by December 2010.
 - Frequency of Actions (If applicable): (I) and (II) – once (1) per year.
 - Month/Year of each action (If applicable): Year 1, 2 & 3: (I) June each year. (II) December each year.
6. Persons (position) responsible for overall management and implementation of the BMP: Mr. Luis R. López, Director, Land Regulatory Office; Eng. Daniel Lachow, Director, Permits and Regulation Office.

APPENDIX C-1

MINIMUM CONTROL MEASURE: "Illicit Discharge Detection and Elimination"

I. Best Management Practice No. 1 :

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Limited authority of the Municipality to monitor and control illicit discharges.
2. Target Audience:
Municipal Government.
3. Description of BMP:
The Autonomous Municipalities Act provides certain freedom or independence in the policy and decision making process. The Autonomous Municipality of Cabo Rojo will evaluate, develop and implement all the Municipal ordinances required to detect and eliminate illegal discharge, as might be required under the legal frame of the Autonomous Municipality of Cabo Rojo. This includes; (I) Initial planning (II) Upgrading existing ordinances and/or ordinances and inventory. (III) Evaluation of existing government laws & regulations (IV) Periodic review of Municipal ordinances regarding Storm Water.
4. Measurable Goal(s):
(I)- Completion and documentation. (II)- Completion and documentation. (III)- Completion and documentation.
5. Schedule:
 - Implementation Date (If applicable): (I) Start by January 2009. (II) Start by May 2009. (III)- Start by December 2009.
 - Frequency of Actions (If applicable): (I), (II) and (III)-Once. (IV)- Yearly 2 & 3.
 - Month/Year of each action (If applicable): Years 2 & 3: (IV) December each year.
6. Persons (position) responsible for overall management and implementation of the BMP: Ms. Vanessa Pagán, Secretary, Municipal Legislature; Mr. Agustín Silva Esq., Legal Counselor, Municipal Legislature.

APPENDIX C-2

MINIMUM CONTROL MEASURE: "Illicit Discharge Detection and Elimination"

J. Best Management Practice No. 2 :

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Limited information in terms of digitalized municipal maps including Storm Water related information.
2. Target Audience:
N/A
3. Description of BMP:
The Autonomous Municipality of Cabo Rojo has a substantial amount of information as digitalized maps, but needs to be updated to include Storm Water related information. (I) Upgrade digitalized maps for Cabo Rojo – evaluation of alternatives. (II) Complete 33% every year after with final goal of having complete map by the end of the first permit period.
4. Measurable Goal(s):
(I) – Document completion (II)– Document completion % based on area covered).
5. Schedule:
 - Interim Milestone Dates (If applicable): N/A
 - Implementation Date (If applicable): (I) Start by July 2008. (II) Start by July 2009.
 - Frequency of Actions (If applicable): (I)–Once. (II) continuous through the year.
 - Month/Year of each action (If applicable): On-going 33% each year base on the preliminary identified area (see topographic map).
6. Person (position) responsible for overall management and implementation of the BMP: Mr. Luis R. López, Director, Land Regulatory Office.

APPENDIX C-3

MINIMUM CONTROL MEASURE: "Illicit Discharge Detection and Elimination"

K. Best Management Practice No. 3 :

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Limited information in terms of digitalized municipal maps including Storm Water related information.
2. Target Audience:
N/A
3. Description of BMP:
The objective of this BMP will be to complete an inventory of water bodies within the Municipality included in the federally impaired water bodies (completed) (I). (II) Identify and prioritize illicit discharge problem areas.
4. Measurable Goal(s):
(I) and (II) Periodical completion of scheduled areas (33% per year).
5. Schedule:
 - Interim Milestone Dates (If applicable): N/A.
 - Implementation Date (If applicable): (I) Completed (II) Start by January 2009.
 - Frequency of Actions (If applicable): Continuously through year.
 - Month/Year of each action (If applicable): Years 1, 2 & 3,: 33%.
6. Persons (position) responsible for overall management and implementation of the BMP: Mr. Herbert Coffie, Director, Municipal Emergency Management Office

APPENDIX C-4

MINIMUM CONTROL MEASURE: "Illicit Discharge Detection and Elimination"

L. Best Management Practice No. 4 :

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Limited information in terms of digitalized municipal maps including Storm Water related information.
2. Target Audience:
N/A
3. Description of BMP:
Develop and implement a "Digitalized Maps Upgrading System" to assure updated and accurate data for Storm Water related information. (I) Evaluation of systems options and implementation. (II) Selection. (III) Implementation.
4. Measurable Goal(s):
(I) Completion and documentation. (II) Completion and documentation. (III) Completion and documentation of staged schedule- full and implemented by year 3 and parallel to BMP #5.
5. Schedule:
 - Interim Milestone Dates (If applicable): N/A
 - Implementation Date (If applicable): (I) and (II) Start by December 2008. (III) Start by December 2011.
 - Frequency of Actions (If applicable): (I) and (II) Once (III) Every year continuous.
 - Month/Year of each action (If applicable): On-going years 1 to 3.
6. Persons (position) responsible for overall management and implementation of the BMP: Mr. Luis R. López, Director, Land Regulatory Office; Mr. Herbert Coffie, Director, Municipal Emergency Management Office.

APPENDIX C-5

MINIMUM CONTROL MEASURE: "Illicit Discharge Detection and Elimination"

M. Best Management Practice No. 5 :

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Limited ability to detect and eliminate illegal discharge under authority provided by the state for some of the required actions.
2. Target Audience:
N/A
3. Description of BMP:
Develop and implement procedures to detect and eliminate illegal discharges in prioritized areas. Develop a program to expedite and follow-up corrective actions from the corresponding state and regulatory agencies with inherit authority. (I) Develop procedures. (II) Staff Training (III) Implementation. This BMP will run parallel and in coordination with BMP #2.
4. Measurable Goal(s):
(I) Completion and documentation. (II) Completion and documentation. (III) By completion of "prioritized areas" using procedures.
5. Schedule:
 - Interim Milestone Dates (If applicable): N/A.
 - Implementation Date (If applicable): (I) Start by February 2009. (II) Start by July 2009. (III) on-going.
 - Frequency of Actions (If applicable): (I) and (II) Once. (III) Continuous.
 - Month/Year of each action (If applicable): On-going 33% each year.
6. Persons (position) responsible for overall management and implementation of the BMP: Mr. Joaquín Guerra, Director, Municipal Public Works; Mr. Herbert Coffie, Director, Municipal Emergency Management Office; Eng. Daniel Lachow, Director, Permits and Regulation Office.

APPENDIX D-1

MINIMUM CONTROL MEASURE: "Construction Site Runoff Control"

N. Best Management Practice No. 1 :

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Sediments from construction sites leaving properties or getting into state waters. Limited authority to control such activities.
2. Target Audience:
Construction companies, engineers, owners and any other directly responsible for projects.
3. Description of BMP:
Enact ordinance(s) stating procedures to be used by the Autonomous Municipality of Cabo Rojo for the review of erosion and sedimentation control for new developments and small construction projects equal or greater of one (1) acre. (I) Development of alternatives and evaluation. (II) Review and approval by the Municipal Legislature. (III) Implementation.
4. Measurable Goal(s):
(I) Completion and documentation. (II) Completion and documentation. (II) Documentation.
5. Schedule:
 - Interim Milestone Dates (If applicable): N/A.
 - Implementation Date (If applicable): (I) Start by July 2010. (II) Start by July 2011.
 - Frequency of Actions (If applicable): (I) and (II) Once (1). (III) Once.
 - Month/Year of each action (If applicable): Year 1 – (I), (II) and (III)- On going every year.
6. Persons (position) responsible for overall management and implementation of the BMP: Eng. Daniel Lachow, Director, Permits and Regulation Office; Ms. Vanessa Pagán, Secretary, Municipal Legislature.

APPENDIX D-2

MINIMUM CONTROL MEASURE: "Construction Site Runoff Control"

O. Best Management Practice No. 2 :

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Sediments from construction sites leaving properties or getting into state waters.
2. Target Audience:
Construction companies, engineers, owners and any other directly responsible for projects.
3. Description of BMP:
Develop and implement a procedure to verify that target audience have included required control measures in their construction sites and have submitted required reports in compliance with State and Federal regulations under the limited jurisdiction of the Municipality. (I) Evaluate actual procedures and develop alternatives to improve. (II) Implementation. All during process of requesting the Autonomous Municipality of Cabo Rojo's endorsement.
4. Measurable Goal(s):
(I) Completion and documentation. (II) Count and document reviewed endorsement request by quarter.
5. Schedule:
 - Interim Milestone Dates (If applicable): This BMP task 2 is subject to the Legal Procedures including Municipal Ordinances.
 - Implementation Date (If applicable): (I) Start by December 2009. (II) Start by January 2010.
 - Frequency of Actions (If applicable): (I) – Once. (II) by-annual each year.
 - Month/Year of each action (If applicable): Year 1– (I) and (II). Years 2 & 3 - (III).
6. Persons (position) responsible for overall management and implementation of the BMP: Eng. Daniel Lachow, Director, Permits and Regulation Office.

APPENDIX D-3

MINIMUM CONTROL MEASURE: "Construction Site Runoff Control"

P. Best Management Practice No. 3 :

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Sediments from construction sites leaving properties or getting into state waters.
2. Target Audience:
Construction companies, engineers, owners and any other directly responsible for projects.
3. Description of BMP:
Develop and implement a construction site inspection program under the jurisdiction of the Municipality. (I) Evaluate alternatives for inspection program. (II) Selection and implementation preparation. (III) Implementation. (IV) Annual evaluation of program.
4. Measurable Goal(s):
(I) Completion and documentation. (II) Completion and documentation. (III) Bi-annual reports (# inspections). (IV) Completion and documentation.
5. Schedule:
 - Interim Milestone Dates (If applicable): N/A.
 - Implementation Date (If applicable): (I) Completed by January 2010. (II) Completed by April 2010. (III) Start By July 2010.
 - Frequency of Actions (If applicable): (I) and (II) Once (1). (III) Bi- annual. (IV) Once per year.
 - Month/Year of each action (If applicable): Year 1– (I) and (II). Year 2 - (III) and (IV) , Year 3 (III) and (IV).
6. Persons (position) responsible for overall management and implementation of the BMP: Eng. Daniel Lachow, Director, Permits and Regulation Office; Mr. Joaquín Guerra, Director, Municipal Public Works.

APPENDIX E-1

MINIMUM CONTROL MEASURE: "Post-Construction Runoff Control"

Q. Best Management Practice No. 1:

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Limited authority of Municipality to monitor or control post construction runoffs.
2. Target Audience:
Engineers and Development Community.
3. Description of BMP:
Evaluation and/or development of Municipal ordinances that will support post-construction runoff control. (I) Evaluation of existing scenario and recommendations to Municipal Legislature. (II) Evaluation and approval by Municipal Legislature. (III) Yearly evaluation of effectiveness.
4. Measurable Goal(s):
(I) Completion and documentation. (II) Completion and documentation. (III) Completion and document meeting.
5. Schedule:
 - Interim Milestone Dates (If applicable): N/A.
 - Implementation Date (If applicable): (I) Start by July, 2010 (II) Start by July 2011.
 - Frequency of Actions (If applicable): (I) Once(1). (II) Once (1). (III) Once per year.
 - Month/Year of each action (If applicable): Year 1– (I). Year 2 - (II). Year 3 – (III).
6. Persons (position) responsible for overall management and implementation of the BMP: Mr. Agustín Silva, Esq., Legal Counselor, Municipal Legislature; Eng. Daniel Lachow, Director, Permits and Regulation Office.

APPENDIX E-2

MINIMUM CONTROL MEASURE: "Post-Construction Runoff Control"

R. Best Management Practice No. 2 :

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Lack of design information on structural runoff controls.
2. Target Audience:
Owners of properties in the Municipality.
3. Description of BMP:
(I) Develop and inventory of structural runoff controls. (II) Integrate it to the GIS Map System. (III) Develop an inspection program to include maintenance. Inventory and program to include. (IV) Continuous update by adding new developments according to corresponding legal frame.
4. Measurable Goal(s):
(I) Completion and documentation. (II) Completion and documentation. (III) Completion, documentation and bi-annual reports on inspection or enforcement actions. (IV) Completion and documentation.
5. Schedule:
 - Interim Milestone Dates (If applicable): N/A.
 - Implementation Date (If applicable): (I) Start by July 2010 (II) Start by January 2011 (III) Start by July 2011.
 - Frequency of Actions (If applicable): (I), (II) and Once. (III) According to program and inventory. (IV) Continuous through the year.
 - Month/Year of each action (If applicable): Year 1– (I). Year 2 - (II) and (III). Year 3 (III) and (IV).
6. Persons (position) responsible for overall management and implementation of the BMP: Mr. Luis R. López, Director, Land Regulatory Office; Eng. Daniel Lachow, Director, Permits and Regulation Office.

APPENDIX F-1

MINIMUM CONTROL MEASURE: "Pollution Prevention and Good Housekeeping"

S. Best Management Practice No. 1 :

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Limited knowledge of Storm Water Phase II program and requirements, its importance to improve water quality and the Municipality approach for compliance.
2. Target Audience:
Municipality Staff and Employees.
3. Description of BMP:
(I) Development and implementation of a Storm Water training program for Municipal Staff and Employees. (I) Identify and evaluate internal and external resources to achieve this BMP. (II) Develop an implementation plan. (III) Implementation of training program. (IV) Yearly review of training program.
4. Measurable Goal(s):
(I) ,(II) and (III) Completion and documentation. For (III) set a once (1) per year minimum training session for each employees and staff.
5. Schedule:
 - Interim Milestone Dates (If applicable): N/A.
 - Implementation Date (If applicable): (I) Start by July 2009. (II) Start by October 2009. (III) Start by January 2010.
 - Frequency of Actions (If applicable): (I) Once. (II) Once. (III) Minimum Once (1) per year. (IV) Once (1) per year.
 - Month/Year of each action (If applicable): Year 1– (I), (II) Year 2 & 3 – (III) and (IV).
6. Persons (position) responsible for overall management and implementation of the BMP: Ms. Dalila Vélez, Director, Human Resources Office; Mr. Richard Matos, Director, Recycling Office.

APPENDIX F-3

MINIMUM CONTROL MEASURE: "Pollution Prevention and Good Housekeeping"

U. Best Management Practice No. 3 :

1. Known or suspected problem/existing pollutant source to be addressed by BMP:
Debris and pollution accumulates in the storm water collection system and typical maintenance efforts are not recorded and/or evaluated.
2. Target Audience:
N/A.
3. Description of BMP:
Record and evaluate all maintenance efforts reform by the Municipality and/or any other request for such task generated by the Municipality to other local, State or Federal organization. (I) – Develop a simple recording procedure. (II) Implementation. Biannual reports on # of efforts and brief description.
4. Measurable Goal(s):
Documentation, quarterly reports.
5. Schedule:
 - Interim Milestone Dates (If applicable): N/A.
 - Implementation Date (If applicable) :(I) Completed by July 2010. (II) To Start by September 2011.
 - Frequency of Actions (If applicable): (I) Once. (II) Continuously.
 - Month/Year of each action (If applicable): Year 1– (I). Year 2 & 3 – (II).
6. Person (position) responsible for overall management and implementation of the BMP: Mr. Joaquín Guerra, Director, Municipal Public Works.